

Competence Management System

Improving individual and organisational performance within high hazard industries

Cogent skills

for science industries

Consultancy Solutions

For regulatory compliance and workforce competence management

Why implement a CMS?

Demonstration of a robust **CMS is required by major accident hazard site regulators.**

Managing for health and safety (HSG65)

A CMS improves operational performance, safety and staff morale, by standardising the reliability and consistency of quality production across individual and multi sites, team shifts and global operations.

A robust CMS is for organisations who want to transform their business, improve competitive advantage, drive operational excellence, comply to regulatory requirements and attract / retain the best employees.

Outcomes of a robust CMS can include:

- Adherence to ISO quality standards
- Improve operational efficiencies / productivity
- Attraction, retention and succession planning of best employees
- **Compliance to COMAH / Seveso III regulatory requirements**
- Fulfilment of customer orders - delivering safely, on time, at the right price and produced to the customer's quality requirements
- Improved competitive advantage
- Maintenance of your corporate reputation
- Improve understanding of your health and safety and operating procedures
- Reduced risk of human error incidents and accidents
- **Keep your 'License to Operate'**

Regulatory Need

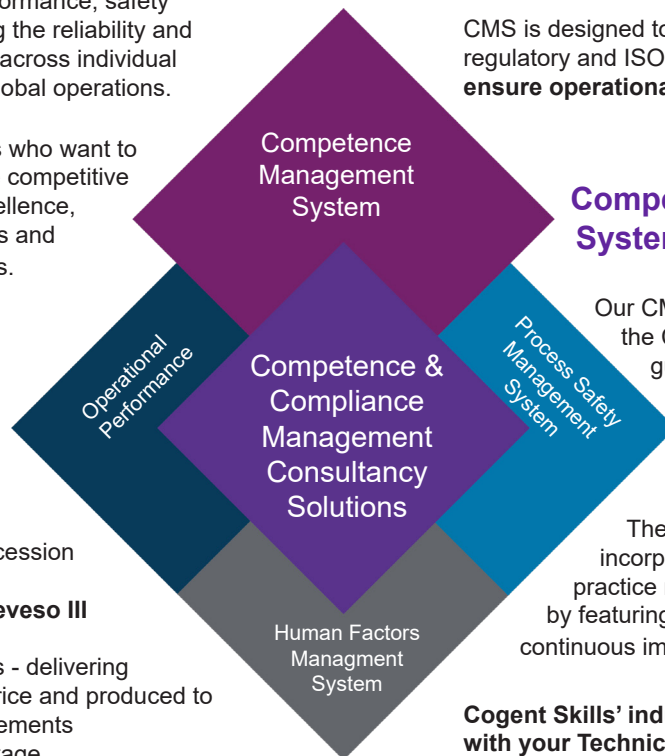
Major hazard organisations require competent staff who have the necessary skills, knowledge and experience to undertake critical tasks in such a way as to prevent a major accident or minimise the consequences to people and the environment should one occur.

COMAH Competent Authority,
Inspection of Competence Management Systems at
COMAH Establishments
(Operational Delivery Guide).

What is Competence Management

Competence Management is a set of process procedures (part of the Human Factors Roadmap), which helps you to develop systems to evidence an individual employee's workplace knowledge, skills, attitude and behaviours.

CMS is designed to comply to COMAH / SEVESO III regulatory and ISO quality systems requirements - **to ensure operational competence.**



Competence Management System (CMS)

Our CMS framework service is based on the Competency Management System guidelines - owned by Cogent Skills and developed in consultation with major accident hazard industry body working groups.

The Cogent guidelines (6 principles) incorporate H.S.E (5 phases) basic best practice requirements and exceeds this, by featuring leadership culture elements and continuous improvement

Cogent Skills' industry specialists will work with your Technical Authority or Learning and Development leadership to implement, audit or update your CMS framework

How we can help you with your Competence Management System

We help you to examine, review and improve your systems and evidence, facilitating you to manage your business effectively and in readiness should your business be subject to a regulator inspection. We will give you the tools and knowledge to enable your business to comply to, and align with, therequirements listed in HSG65.

Framework services include:

1. **CMS Review**
2. **CMS Development** (see image on next page)
3. **CMS Self-Assessment Tools** (benchmarking)
4. **Workplace Competence Assessor** (course)

To book and for more information

t. 01325 740900
e. industry@cogentskills.com
w. www.cogentskills.solutions

Cogent Skills Training Ltd
5 Pioneer Court
Morton Palms
Darlington
DL1 4WD

Competence Management System

Improving individual and organisational performance within high hazard industries

Competence Management System Development

Our industry compliant Competence Management System (CMS) Framework includes the Competent Authority's 5-phase basic requirements (steps 2 to 4 in diagram) and includes the following **Value Added Elements**:

- Leadership Culture
- Continuous Improvement

The Six Principles of Competence Assurance



Competence assurance is realised through a competence management process that aligns to six key principles

1. Demonstrating leadership and commitment
2. Identifying business critical activities pertaining to the control of major accident hazards
3. Setting procedures and standards
4. Compliance against your standards
5. Taking actions to improve competence
6. Commitment to continuous improvement

Our Strengths

- Multi-sector, regulatory compliance and competency specialist consultants
- Competence Management consultants have 30+ years' experience
- Extensive understanding of competence management – to improve employee and business efficacy
- Publisher and owner of Competency Management Systems Best Practice Guidelines (2012)
- Custodian of HSE recognised Process Safety Management Standards
- The Leading Voice of Science Industry Skills
- Experienced within global multi-sector, Major Accident Hazards safety-critical industries - including Life and Industrial Sciences, Utilities and Nuclear
- The UK's strategic skills body, working in consultation with an expert board of sector leadership employers, regulators, trade associations, professional bodies and unions to raise skills levels, guidance and standards

"It was an easy decision for the Board to choose Cogent Skills because they are the leading voice of industrial science."

"With regards to cost, on a comparable scale to our other projects, it's very affordable – in terms of satisfying the business need, to have a robust CMS framework in place"

UK Manufacturing Training Manager. Global leading polymer manufacturer

How do I get involved?

Call Cogent Skills Training Ltd on 01325 740900 or email industry@kogentskills.com to register your interest. We will work with you to arrange a suitable time for one of our subject matter experts to discuss your needs.

